



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY

Reference No. 21FAS02-POV-02-01

Subject: Extension for Call for Applicants for Third Level Position in the
Censuses and Technical Coordination Office (CTCO)

26 February to 13 March 2021

EXTENSION FOR CALL FOR INTENT/APPLICATION

Posting/Filing Period : 26 February to 13 March 2021
(Those who have applied earlier need not submit
another application)

Where to File Applications : Applications are online:
Please check our website at
<https://hris.psa.gov.ph/CareerPortal>.

Please register your PSA Applicant
Portal Account at
<https://hris.psa.gov.ph/ApplicantRegistration>

For inquiries : Telephone no. (02) 83748260
Email the Secretariat at
nhrmps@psa.gov.ph

A. One (1) Assistant National Statistician

Station : Office of the Assistant National - Standards Service -
Censuses and Technical Coordination Office

Position : Assistant National Statistician

Nature of Appointment : Presidential Appointee

Salary Grade : SG – 28

Salary per month : P 142,683.00 (First Step)



PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101
Telephone: (632) 8938-5267
www.psa.gov.ph

Qualification Standards :

Education	:	Master's Degree (strong preference is given to masters in the field of statistics, mathematics, economics, sociology and demography)
Training	:	Management Training; Statistical Standards and Coordination; Training on Censuses and Survey Methods (at least 40 hours taken in the last five (5) years)
Experience	:	Five (5) years of supervisory/management experience
Eligibility	:	Preferably with Career Executive Service Eligibility (CESE)/Career Executive Service Officer (CESO)

Applicants are required to submit the following:

1. Scanned copy of signed **APPLICATION LETTER** stating the specific position title with salary grade (SG) level;The application letter must be addressed to:

Dr. Dennis S. Mapa
Undersecretary
National Statistician and Civil Registrar General

2. Scanned copy of duly accomplished **PERSONAL DATA SHEET (PDS)** with recent ID picture taken within three (3) months prior to submission of application (CSC Form No. 212, Revised 2017) duly subscribed and sworn to before an authorized administering officer.
3. Scanned copy of signed **WORK EXPERIENCE SHEET** (CSC Form No. 212 – as Attachment);
4. Scanned copy of **AUTHENTICATED ELIGIBILITY** (CESE, CSE);
5. Scanned copy of **TRANSCRIPT OF RECORDS**;
6. Scanned copy of **CERTIFICATE/S OF TRAINING** participated within the last five (5) years relevant to the position applied for (if applicable);



7. Scanned copy of certified true copy of **INDIVIDUAL PERFORMANCE COMMITMENT REVIEW (IPCR)** or its equivalent for the last rating period (for applicants with work experience); and
8. Scanned copy of **AFFIDAVIT OF INFORMED CONSENT, WAIVER AND UNDERTAKING OF COMPLIANCE TO THE MINIMUM QUALIFICATION STANDARDS AND REQUIREMENTS.**

Additional instructions for strict compliance:

1. The PSA reserves the right to suspend or terminate the hiring process for whatever reason or disqualify any and /or all applicants for failure to comply any of the forgoing requirements and instructions without incurring liabilities against any of the applicant/s.
2. Applicants must present the original copy of the documents/attachments to the Secretariat before the interview as necessary. Inability to present any of these documents will lead to automatic disqualification.
3. Application with incomplete attachments and/or incomplete information or signature within a particular attachment will not be considered.
4. Interviews of pre-qualified applicants will be conducted on such schedule as agreed upon by the members of Third Level Selection Board (TLSB)

The TLSB may employ teleconference/online interview or change the venue of the interview subject to two (2) days prior notice to the concerned applicants via email or through mobile/cellular phone.

Approved:



DENNIS S. MAPA, Ph.D.
Undersecretary
National Statistician and Civil Registrar General



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